

TOWN OF UNDERHILL

P.O. Box 120
Underhill, VT 05489

TOWN CLERK'S OFFICE
Received JAN 02 2019 10:39 AM
Recorded in VOL: 242 PG: 77 - 77
Of Underhill Land Records
ATTEST: Sherri Morin, Town Clerk

Phone: (802) 899-4434 x106

Fax: (802) 899-2137

CONVERSION/CHANGE OF USE PERMIT

THIS PERMIT IS VALID ONLY FOR THE PROJECT AND TIMEFRAME
AS DETAILED BELOW.

Permit #: **CL-18-12**Date Approved: **12-10-2018**Property Code: **PH407**Date Effective: **12-26-2018**Zoning Districts: **Rural Residential**Permit Expires: **12-26-2019**

APPLICANT(S): Dana & Jared LeBlanc	PROPERTY LOCATION: 407 Poker Hill Road, Underhill, Vermont
CONSULTANT(S): Seth Gifford	CONTACT INFORMATION: See Application
SQUARE FOOTAGE OF DISTURBANCE: No New Square Footage Disturbed	PROPOSED CONSTRUCTION / USE: Conversion of Unfinished Basement Space (~192 sq. ft.) to a Finished Basement; Conversion of Finished Basement (~108 sq. ft.) Space to a Bathroom

DESCRIPTION OF PROJECT (Include Dimensions and Setbacks):

This permit is for the conversion of ~192 sq. ft. of unfinished basement floor area to finished floor area within the existing single-family dwelling, which is located towards the eastern portion of the lot. In addition, ~108 sq. ft. of the already existing finished basement floor area will be converted to a bathroom. As approximated using the ANR Atlas website, the setbacks were estimated to be as follows:

- The proposed single-family dwelling with attached decks in relation to the property's (PH407—407 Poker Hill Road) boundaries: ~64 ft. from the front yard property line (east); ~292 ft. from the first side yard property line (north); ~412 ft. from the second side property line (south); and ~476 ft. from the rear property line (west);
- The proposed single-family dwelling with attached decks in relation to an unnamed stream on the subject lot: ~331 ft. from the unnamed stream located to the south;
- The proposed single-family dwelling with attached decks in relation to a Class II Wetlands located on the lot: ~361 ft. from Class II Wetlands to the west as depicted on the ANR Atlas Website, and ~118 ft. from Class II Wetlands to the west as depicted on a site plan in the zoning file and approximated using the ANR Atlas Website.
- No floodplains, rivers or ponds were identified to be on the property (Source: ANR Atlas Website).

TOTAL BUILDING COVERAGE: ~0.51%;**TOTAL LOT COVERAGE: ~1.06%.****NUMBER OF BEDROOMS/BATHROOMS:** 4 Bedrooms/4 Bathrooms

NOTE: A Certificate of Occupancy is required for the basement renovations per § 10.4.A of the *Underhill Unified Land Use & Development Regulations*.

NOTE: Upon completion, a total of four (4) bedrooms will be in existence (currently, three bedrooms exist).

CONDITIONS / RESTRICTIONS:

This permit is issued in conformance with the Unified Land Use and Development Regulations. No construction may commence prior to the end of the 15-day appeal period (effective date of permit). In addition, prior to construction, the applicant is responsible for contacting the State of Vermont, ANR/DEC (802-477-2241) to ensure that he or she has obtained any applicable State permits. Any changes to the plan (change in square footage, height, etc.) will require additional review and approval by the Zoning Administrator. Contact the Listers' office upon completion of your project.

ZONING ADMINISTRATOR SIGNATURE

TOWN CLERK RECORDING

This permit is for the approved construction project described above. Separate State permits including, but not limited to, water/wastewater, stormwater, Act 250, and Construction General Permits may be required. It is the obligation of the Applicant to contact the State Permit Specialist at 802-879-5676 prior to construction. The Zoning Administrator or her agent may access the above property for purposes of inspections before, during, and upon completion of the project. Interested parties may exercise their appeal rights pursuant to 24 VSA § 4465. A Permit Notice sign will be supplied to the Applicant with this permit to be posted within view of a Town Highway until the 15-day appeal period expires. Applicant and/or their consultant(s) should check with the Zoning Administrator for any posted road restrictions. Failure to complete this project by the permit expiration date will require a new permit from the Zoning Administrator.

TOWN OF UNDERHILL

P.O. Box 120
Underhill, VT 05489

Phone: (802) 899-4434 x106

Fax: (802) 899-2137

CONVERSION/CHANGE OF USE PERMIT APPLICATION

INSTRUCTIONS: Complete the application in full and submit to the Zoning Administrator with a scaled sketch plan (min. 8.5" x 11") that accurately depicts: 1. the dimensions of the lot, including existing & proposed property boundaries, 2. the location, footprint, & height of existing and proposed structures & additions, 3. the location and dimensions of existing & proposed accesses (curb cuts), driveways, and parking areas, 4. the location of existing and proposed easements, rights-of-way, and utilities, 5. setbacks from property boundaries, road rights-of-way, surface waters, & wetlands, 6. the location of existing and proposed water & wastewater systems. Payment of applicable fees is due at the time of submission. Incomplete applications will be returned. If new construction is proposed, complete the Building Permit Application and attach to this form.

ZONING DISTRICT(S):

- ☐ Underhill Flats Village Center ☒ Rural Residential ☐ Water Conservation
☐ Scenic Preservation ☐ Soil & Water Conservation

OFFICE USE ONLY

APPLICATION # CL-18-12

PROPERTY CODE: PH407

APPLICANT: <u>Dana + Jared LeBlanc</u>	MAILING ADDRESS: <u>407 Poker Hill Rd</u>
PHONE / ALTERNATE PHONE: <u>802 999 4275</u> <u>802 363 3208</u>	E-MAIL: <u>jared.b.leblanc@gmail.com</u>
PROPERTY LOCATION: <u>407 Poker Hill Rd</u>	ACREAGE / FRONTAGE: <u>10.6 acres</u>
LANDOWNER (IF DIFFERENT FROM APPLICANT):	LANDOWNER CONTACT INFO:
CONTRACTOR: <u>Seth Gifford</u>	CONTRACTOR CONTACT INFO: <u>seth.gifford.construction@gmail.com</u>
INDICATE WHETHER ANY OF THE FOLLOWING EXIST ON THE PROPERTY: <input checked="" type="checkbox"/> <u>Unnamed</u> Rivers / Streams <input checked="" type="checkbox"/> Wetlands: Class (II or III) <u>II</u> <input type="checkbox"/> Deer Wintering Areas <u>N/A</u> <input type="checkbox"/> Floodplain: Zone <u>N/A</u>	
EXISTING USE OF THE LAND AND STRUCTURES: <u>Residential - basement living space finished</u>	
PROPOSED CONVERSION/CHANGE OF USE: <u>Bathroom - no additional sq. footage added</u>	

TOWN OF UNDERHILL

P.O. Box 120
Underhill, VT 05489

Phone: (802) 899-4434 x106

Fax: (802) 899-2137

CONVERSION/CHANGE OF USE PERMIT APPLICATION

Dimensions: Complete for ALL structures.							
Structure (From Pg. 1)	Front	Side	Side	Rear	Stories	Height (Max. 35 ft)	Total Added SF
Bath	12'	9'	9'	12'	1		108 sq. ft.
Proposed Finished Basement Space	12 ft.	16 ft.	16 ft.	12 ft.	1	7.5 ft.	192 sq. ft.

Setbacks: Measure the distance from the closest part of the structure to the lot lines and natural features.						
Structure	Front (Road ROW)	Side	Side	Rear	Rivers, Streams, Ponds	Wetlands
Same as site plan - no changes						
No changes to original Floor Plan.						
Existing Single- Family Dwelling	64 ft. (East)	292 ft. (North)	412 ft. (South)	476 ft. (West)	Unimproved Stream 331 ft. (South)	ANR Akes Class II 361 ft. (West) 118 ft. (West) ANR Akes w/ Zone Plan

Building and Lot Coverage Calculations: Required for ALL applications.			
a. Total lot area (1 acre = 43,560 square feet)			457,380
b. Square footage of all building/structure footprints (including porches, decks, sheds, garages, etc.)		2,055.3 ft ²	2,342 sq. ft.
c. Calculate percentage (line b / line a) * 100	TOTAL BUILDING COVERAGE	0.44 %	0.51 %
d. Enter total lot area from line a			461,736 ft ² 457,380
e. Sum of area covered by buildings, structures, impervious surfaces (driveways, parking/loading/service areas, access roads, etc.)		3962.25 ft ²	4,842 sq. ft.
f. Calculate percentage (line e / line d) * 100	TOTAL LOT COVERAGE	0.86 %	1.06 %

TOWN OF UNDERHILL

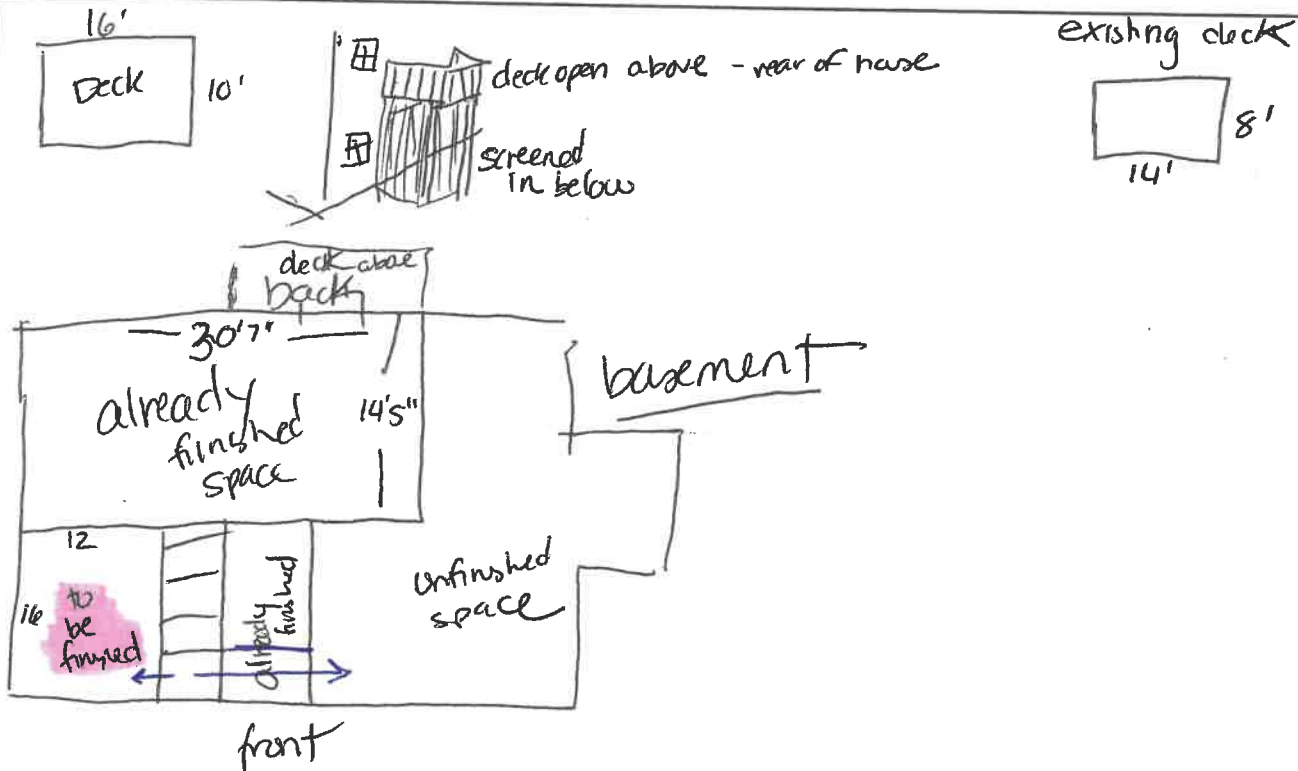
P.O. Box 120
Underhill, VT 05489

Phone: (802) 899-4434 x106

Fax: (802) 899-2137

BUILDING PERMIT APPLICATION

INSTRUCTIONS: Provide a sketch showing dimensions of the proposed construction. You may use another sheet, or the space below.



INSTRUCTIONS: On another sheet, provide a scaled sketch plan (min. 8.5" x 11") that accurately depicts:

1. the dimensions of the lot, including existing & proposed property boundaries,
2. the location, footprint, & height of existing and proposed structures & additions,
3. the location and dimensions of existing & proposed accesses (curb cuts), driveways, and parking areas,
4. the location of existing and proposed easements, rights-of-way, and utilities,
5. setbacks from property boundaries, road rights-of-way, surface waters, & wetlands,
6. the location of existing and proposed water & wastewater systems.

\$27

TOWN OF UNDERHILL

P.O. Box 120
Underhill, VT 05489

Phone: (802) 899-4434 x106

Fax: (802) 899-2137

CONVERSION/CHANGE OF USE PERMIT APPLICATION

The undersigned hereby requests a Zoning Permit for the project described in this application. By signing below, Applicant acknowledges that they will comply with the requirements of the permit, if granted, and all Town Regulations. Separate State permits including, but not limited to, water/wastewater, stormwater, Act 250, and Construction General Permits may be required. It is the obligation of the Applicant to contact the State Permit Specialist at 802-879-5676.

The Zoning Administrator (or representative) may access the subject property for purposes of inspections before, during, and upon completion of the project. A Permit Notice sign will be supplied to the Applicant with this application to be posted within view of a Town Highway until the 15-day appeal period expires. Interested parties may exercise their appeal rights pursuant to 24 VSA §4465.

Applicant and/or their consultant(s) should check with the Road Foreman for any posted road restrictions. Applicant must contact the Listers' office and the Zoning Administrator to obtain a Certificate of Occupancy. A Certificate of Occupancy shall not be issued until all required local, state, and/or federal approvals and permits are submitted.


Applicant Signature

10/18/18
Date

Landowner Signature (if different from Applicant)

Date

OFFICE USE ONLY

☒ **RECEIVED** Date 10/24/2018
☒ **APPROVED** Date 12/10/2018
Effective Date 12/26/2018
Expiration Date 12/26/2018

Permit Fee	\$ 75.00
Posting Fee*	\$ Waived
Recording Fee	\$ 10.00
TOTAL FEE	\$ 85.00
<input type="checkbox"/> Check #	<input type="checkbox"/> Cash


* See B-18-50

☐ **REFERRED**
To: _____
Date: _____
To: _____
Date: _____

☐ **REJECTED** Date: _____
Reason: _____

Comments/Conditions:

A certificate of occupancy permit per § 10.4.A of the Underhill Unified Land Use & Development Regulations is required for the Basement renovations.


Zoning Administrator

12/10/2018
Date

SKETCH/AREA TABLE ADDENDUM

Address _____ State _____ Zip _____

Owner _____

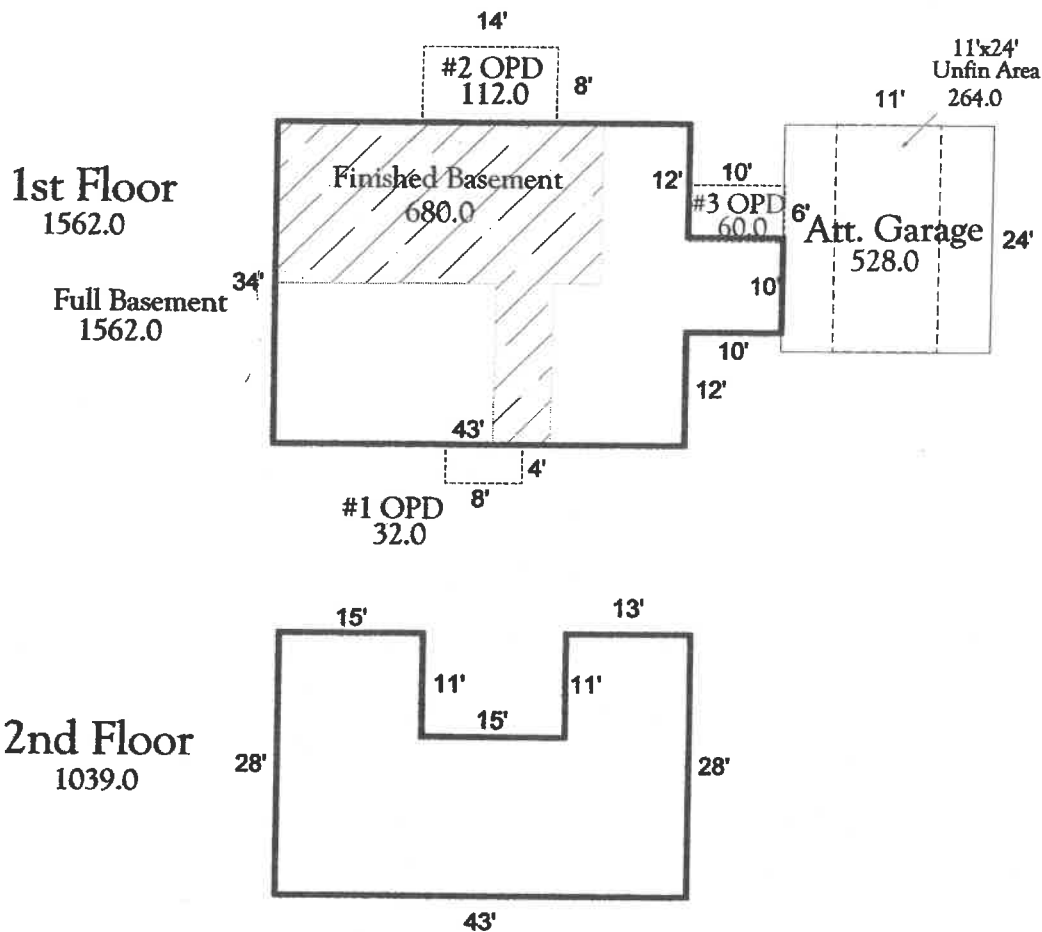
Client _____

Appraiser Name _____

PH407

03/13/2006

Slope
Moderately



Scale: 1 = 20

AREA CALCULATIONS SUMMARY

Code	Description	Factor	Net Size	Perimeter	Net Totals
1FL1	1st Floor	1.00	1562.00	174.0	1562.00
1FL2	2nd Floor	1.00	1039.00	164.0	1039.00
1BS	Full Basement	1.00	1562.00	174.0	1562.00
1BF	Finished Basement	1.00	680.00	136.0	680.00
P/P11	#1 OPD	1.00	32.00	24.0	32.00
P/P12	#2 OPD	1.00	112.00	44.0	112.00
P/P13	#3 OPD	1.00	60.00	32.0	60.00
GAR11	Att. Garage	1.00	528.00	92.0	528.00
TOTAL BUILDING (rounded)					2601

Comment Table 1

Comment Table 2

Comment Table 3

TOTAL BUILDING (rounded)

2601

SKETCH/AREA TABLE ADDENDUM

Address

State

Zip

Owner

Client

Appraiser Name

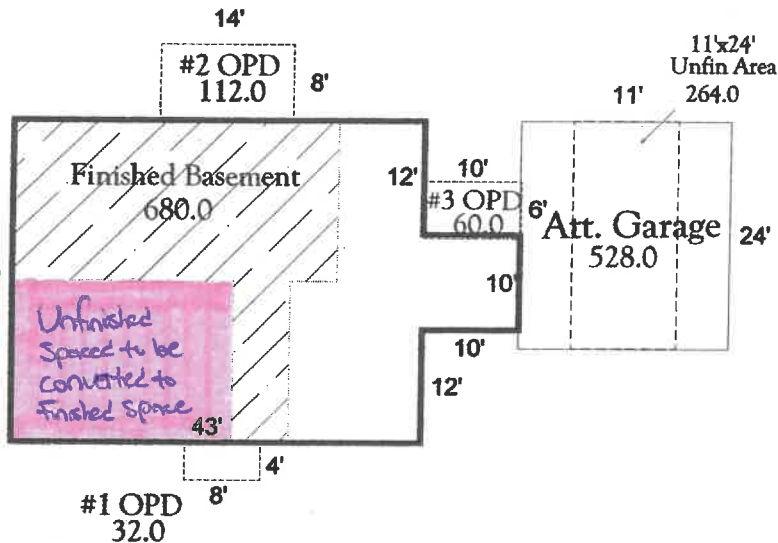
PH407

03/13/2006

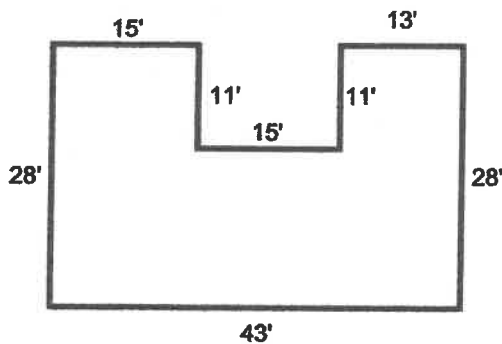
Slope
Moderately

1st Floor
1562.0

Full Basement
1562.0



2nd Floor
1039.0



Scale: 1" = 20'

AREA CALCULATIONS SUMMARY

Code	Description	Factor	Net Size	Perimeter	Net Totals
1FL1	1st Floor	1.00	1562.00	174.0	1562.00
1FL2	2nd Floor	1.00	1039.00	164.0	1039.00
1BS	Full Basement	1.00	1562.00	174.0	1562.00
1BF	Finished Basement	1.00	680.00	136.0	680.00
P/P11	#1 OPD	1.00	32.00	24.0	32.00
P/P12	#2 OPD	1.00	112.00	44.0	112.00
P/P13	#3 OPD	1.00	60.00	32.0	60.00
GAR11	Att. Garage	1.00	528.00	92.0	528.00
TOTAL BUILDING (rounded)					2601

Comment Table 1

Comment Table 2

Comment Table 3

IMPROVEMENTS SKETCH

AREA CALCULATIONS SUMMARY